



EXCITING NEWS

FROM THE CITY OF CINCINNATI PURCHASING DIVISION

The City of Cincinnati Purchasing Division is pleased to announce that the new Vendor Self Service system is soon to be released to the public. This new system, referred to as VSS, is the Purchasing Division's new procurement tool for vendors to use online through the City's website. For a small fee, vendors will have access to a wealth of City procurement information.

Phase One of the release will allow vendors to go online to:

1. Set up a User Name and Password
2. Enter vendor information directly into VSS, including changes to address, phone number, etc.

VSS will allow vendors access to a wealth of procurement information. Future phases to be implemented include, but are not limited to:

1. Viewing current bid opportunities
2. Downloading bid packets
3. Submitting bids online
4. Participating in reverse auctions

Vendors will be notified once a release date for VSS is available. At that time, new vendors and vendors currently registered with the City, will be required to go online and set up vendor registration in VSS.

For more information regarding VSS, please email the VSS Customer Care staff at VSSCustomerCare@cincinnati-oh.gov, or contact the VSS Customer Care Hotline at 352-BIDS(2437). Our Customer Care staff are anxious to assist you with any questions or concerns you may have regarding this new and innovative procurement system.